

# Air Force Medical MILCON Program and Budget - PROC7130

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## Scope

This process defines procedures for development of the Army Medical Military Construction (MILCON) program and budget for projects funded with Medical Military Construction (DODM) monies. Actors outside of USACE perform the majority of the process.

## Policy

### **AR 1-1, Planning, Programming, Budgeting, and Execution System**

[\[http://www.usapa.army.mil/pdffiles/r1\\_1.pdf\]](http://www.usapa.army.mil/pdffiles/r1_1.pdf)

### **AR 210-20, Master Planning for Army Installations**

[\[http://www.usapa.army.mil/pdffiles/r210\\_20.pdf\]](http://www.usapa.army.mil/pdffiles/r210_20.pdf)

### **AR 415-15, Army Military Construction Program Development and Execution**

[\[http://www.usapa.army.mil/pdffiles/r415\\_15.pdf\]](http://www.usapa.army.mil/pdffiles/r415_15.pdf)

### **ER 5-1-11, U. S. Army Corps of Engineers Business Process**

[\[http://www.usace.army.mil/inet/usace-docs/eng-regs/er5-1-11/entire.pdf\]](http://www.usace.army.mil/inet/usace-docs/eng-regs/er5-1-11/entire.pdf)

## Responsibility

The TRICARE Medical Activity (TMA) is responsible for

- Issuing program guidance to the Headquarters US Air Force Surgeon General Support Facilities (SGSF)
- Reviewing and approving the medical military construction program budget submission
- Adjusting project costs and submitting to OSD/OMB for budget corrections upon receipt of Concept Design submissions from the districts
- Allocating funds and issuing design and construction authority to HQUSACE

The Surgeon General Support Facilities (SGSF) is responsible for

- Issuing guidance to the installations
- Preparing the POM (Program Objective Memorandum) and BES (Budget Estimate Submission)
- Reviewing and certifying DD Forms 1391

The HQUSACE is responsible for Issuing Directives as authority is received from TMA.

The Installation is responsible for

- Preparing DD Forms 1391 (with functional requirements) and priority project lists and submitting to SGSF
- Actively participating in design development and in monitoring construction progress

The District is responsible for executing the project through the design and construction phases; there is increasing reimbursable involvement by the districts in DD Form 1391 development in support of the installations.

The Office of the Secretary of Defense (OSD) is responsible for facilitating the final budget submission to Congress.

The Office of Management and Budget (OMB) is responsible for facilitating the final budget submission to Congress.

The Secretary of the Army (SA) is responsible for facilitating the final budget submission to Congress.

The Congress is responsible for passing legislation (including the MILCON Appropriations, Defense Appropriations, and Defense Authorization Bills).

The President of the United States is responsible for signing the bills passed by Congress.

## **Distribution**

Congress\*

District\*

HQUSACE\*

Installation\*

Office of Management & Budget (OMB)\*

Office of Secretary of Defense (OSD)\*

President of the United States\*

Program Manager (PgM)

Project Manager (PM)

Surgeon General Support Facilities (SGSF)\*

TRICARE Medical Activity (TMA)\*

## Ownership

The BP/P2 Configuration Manager is responsible for ensuring that this document is necessary, that it reflects actual practice, and that it supports corporate policy.

## System References

Acronyms and Glossary – REF8000[REF8000]

PMP/PgMP Development – PROC2000[PROC2000].

Project Execution and Control – PROC3000[PROC3000]

Work Acceptance – PROC1000[PROC1000].

Military Program Specific Information – REF8011[REF8011] [Response: Accepted.](#)

## Activity Preface

This process is ongoing. There will be as many as 9 years of programs active in this process at any given time, from initial project conception through completion of construction and fiscal closeout. Figure 1 is an overview of the process, including actors and paths outside of USACE.

Figure 1

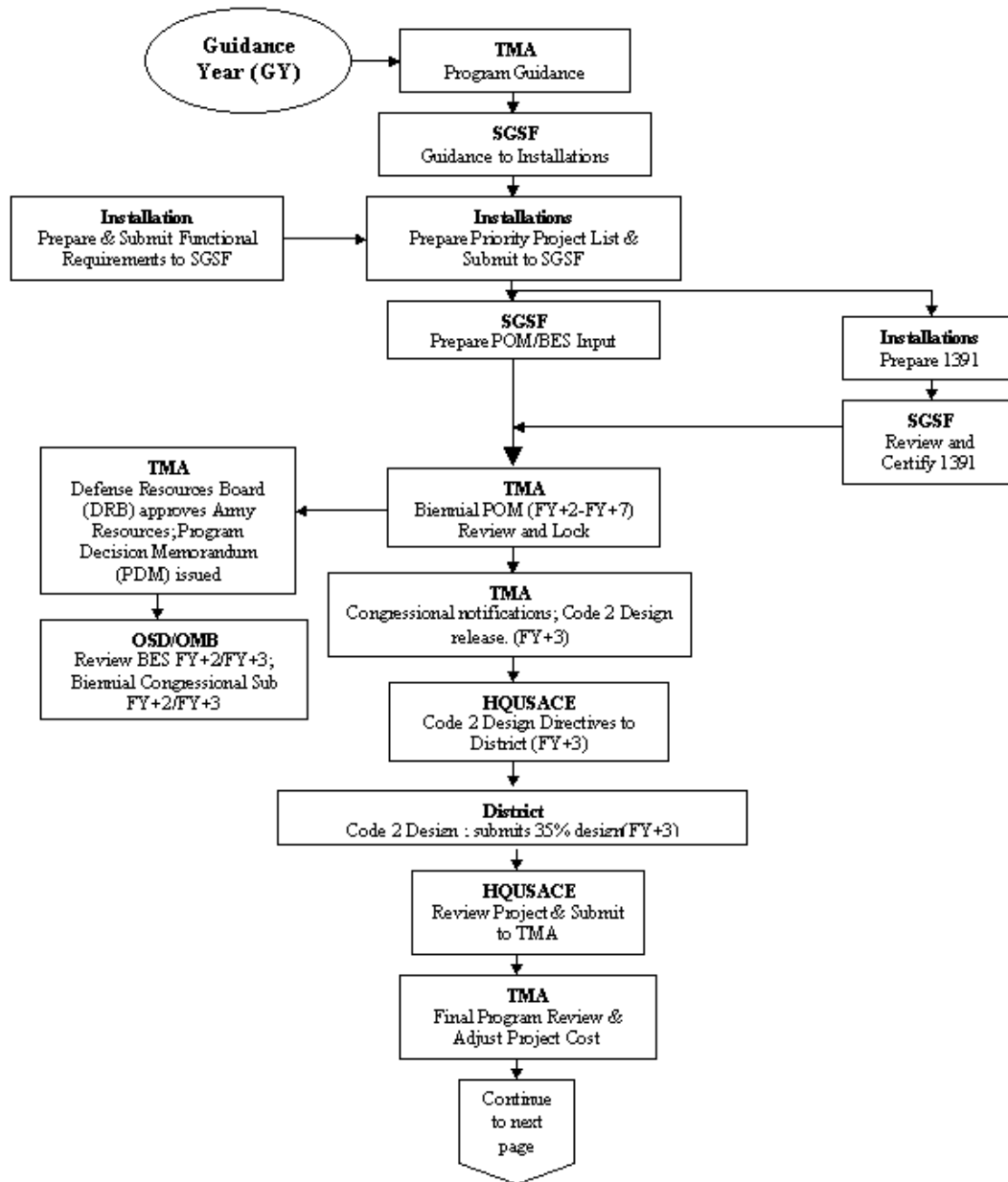
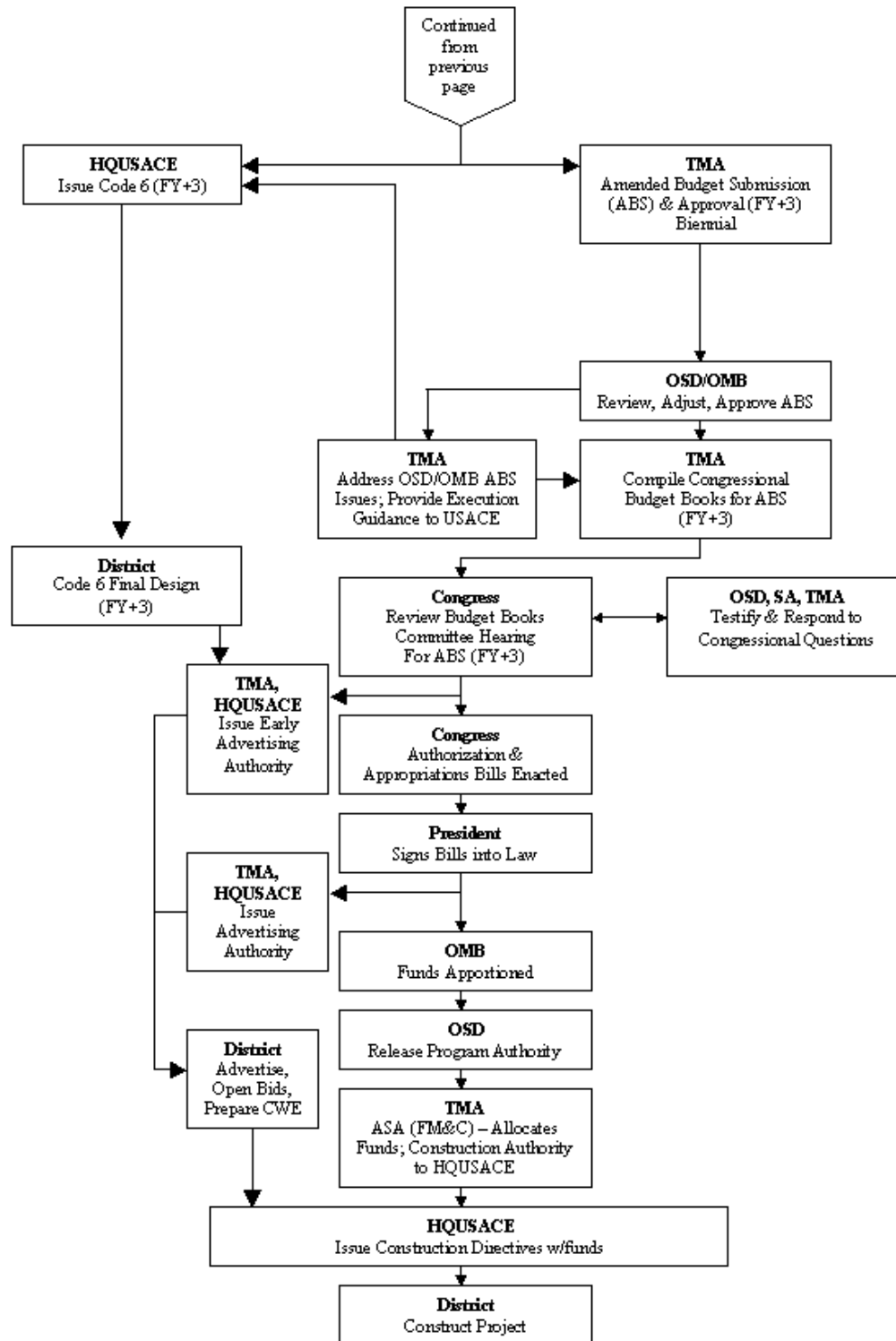


Figure 1 (continued)



## TRICARE Medical Activity (TMA)

1. Issue Program Guidance to SGSF.

## Surgeon General Support Facilities (SGSF)

2. Issue Guidance to Installation.

## Installation

3. Prepare DD Form 1391 and Priority Project List.

List is prepared based on functional requirements prepared and submitted by the user.

Tasks 4 thru 5 (SGSF track) and 7 thru 9 (1391 track) are performed concurrently.

**If following SGSF track, goto task #4. Otherwise, goto task #6.**

4. Submit Priority Project List to SGSF

## Surgeon General Support Facilities (SGSF)

5. Prepare POM/BES Input and provide to TMA.

**Goto task #7.**

6. Review and certify DD 1391 (for current year).

## TRICARE Medical Activity (TMA)

7. Perform Biennial POM, review and lock.
8. Receive Congressional notifications.
9. ~~Perform Release~~ Code 1/2 Design ~~release authority~~. [Response: Accepted](#).

## HQUSACE

10. Issue design authority.

Directive info entered into P2.

## District

11. Determine level of design authority issued. Refer to Work Acceptance – PROC1000[PROC1000] if no previous Code 1 issued.

- Refer to PMP/PgMP Development – PROC2000/PROC2000 if PMP has not been completed.
- Refer to Project Execution and Control – PROC3000/PROC3000 if PMP approved.

**If Code 1, goto task #9. Otherwise, goto task #12.**

12. Complete Concept Design (35%).
13. Submit Concept Design to HQUSACE.

## HQUSACE

14. Review project and submit to TMA.

## TRICARE Medical Activity (TMA)

15. Perform final program review and adjust project cost (if necessary).
16. Prepare Amended Budget Submission (ABS) & approval.

## Office of Secretary of Defense (OSD), Office of Management & Budget (OMB)

17. Review, adjust, and approve ABS.

## TRICARE Medical Activity (TMA)

18. Address OSD/OMB ABS issues.
19. Provide execution guidance to HQUSACE.
20. Issue guidance on final design.

## HQUSACE

21. Release design authority via Directive.

## District

- Refer to Project Execution and Control – PROC3000/PROC3000 if following normal programming procedures.
- Refer to Work Acceptance – PROC1000/PROC1000 for Congressional Inserts.



## TRICARE Medical Activity (TMA)

22. Compile Congressional Budget Books for ABS.

## Congress

23. Review Budget Books

24. Hold Committee Hearing for ABS.

- OSD, SA, TMA, SGSF testify and respond to Congressional questions.

25. Enact Authorization and Appropriations Bills.

## President of the United States

26. Sign Bills into law.

## Office of Management & Budget (OMB)

27. Apportion funds.

## Office of Secretary of Defense (OSD)

28. Release program authority.

## TRICARE Medical Activity (TMA)

29. Authorize construction and allocate funds to HQUSACE.

## HQUSACE

30. Issue construction authority and funds to field.

Authority issued via Directive info into P2

Funds issued via FAD.

## District

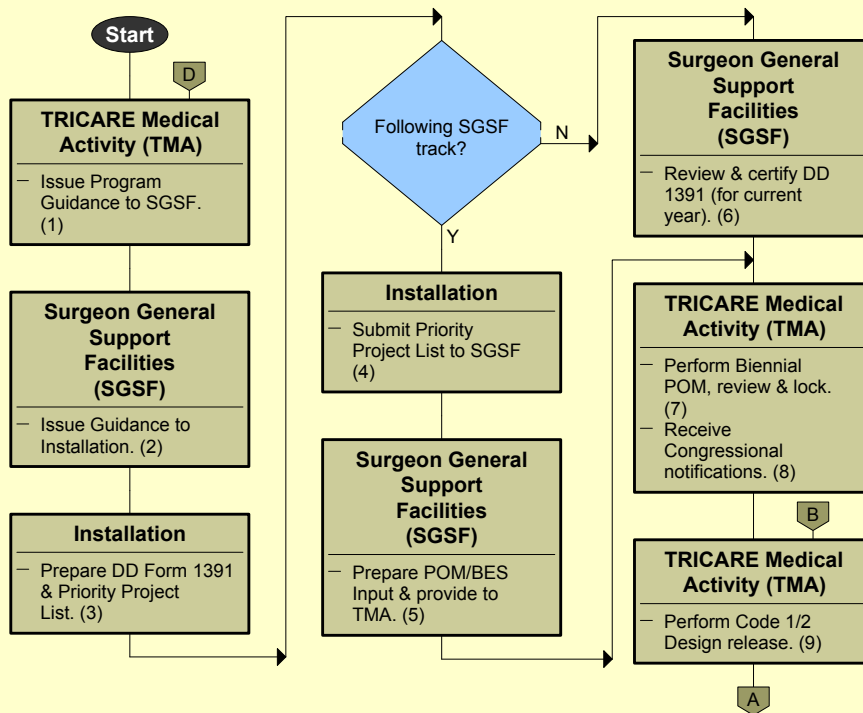
31. Construct project.

- Refer to *Project Execution and Control – PROC3000[PROC3000]*.

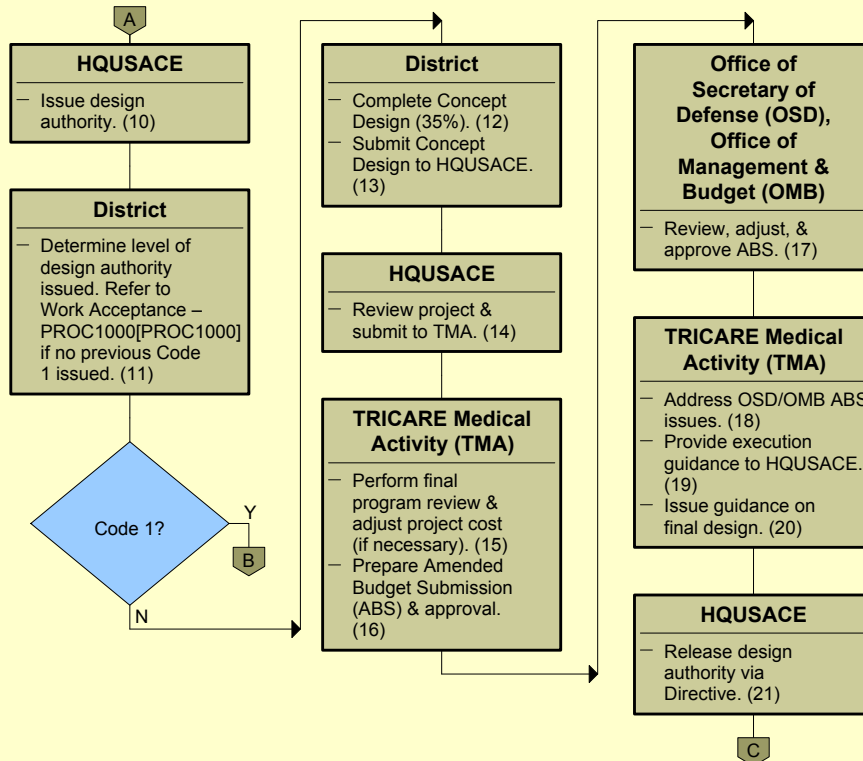
**Goto task #1.**

**End of activity.**

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